

**NOTICE OF PUBLIC MEETING OF THE
MOHAVE/LA PAZ WORKFORCE DEVELOPMENT BOARD
Wednesday, July 20, 2016 at 9:00 a.m.
Mohave County Administration Building
Community Services Department
700 W. Beale St.
Saguaro Room
Kingman, AZ**

**Members of the Mohave/La Paz Local Workforce Investment Board Will Attend either in Person
or by Telephone Conference Call (866-228-5702 Passcode: 442598)**

Pledge of Allegiance

- I. Call to Order/Roll Call
- II. Approval of April 20, 2016 Meeting Minutes
- III. Presentation: Mohave County Economic Development
- Bennett Bratley, Director, MCED
- IV. Presentation: DOT FOODS Planning Meeting
- Michael Kearns, President, Mohave Community College
- V. Presentation: FY 2016 COYOTE SUMMER PROGRAM
- La Paz County – Lillian Miller
- Mohave County – Lauren Farshler
- VI. Discussion and Possible Action: Ratification of the Approval of Contract with Arizona Youth Partnership (AZYP) based on RFP 16-P-02 WIOA Youth Services to Mohave/La Paz Workforce Development Board and Mohave County Board of Supervisors approved by the Executive Committee
- VII. Presentation: Arizona Youth Partnership WIOA Youth Services
- Kelly Tanner, Harbor House Program Director (AZYP)
- VIII. Discussion and Possible Action: Mohave/La Paz Workforce Board Certification Process

- Ratification of the Approval of the Joint Letters of Mohave/La Paz Boards of Supervisors and Mohave/La Paz Workforce Development Board as approved by the Executive Committee
- IX. Discussion and Possible Action: Local Board Certification Self-Assessment Process
- X. Consent Agenda

The following items listed under CONSENT AGENDA will be considered as a group and acted upon by one motion with no separate discussion of said items, unless an LWIB Member so requests. In that event, the item will be removed from the CONSENT AGENDA for separate discussion and action.
 - A. Review of WDB Attendance, Resignations, Membership and Nominations as recommended by the WDB Executive Committee:
 - 1. Acknowledge the appointment of Kenda Robinson to the Board
 - 2. Approve the application of Tonya Krueger, Partnership for Economic Development
 - B. Approval of **New Programs** to the Eligible Training Provider Programs as submitted by **Mohave**

Community College (MCC) and as recommended by the Mo-Paz WDB Executive Committee and the Occupations-in-Demand Committee (See Attached Occupations-in-Demand Committee Recommendations to be submitted to MCC):

1. Approval of an InState Tuition of \$1,458; Technology and Activity Fee of \$126; Book Costs of \$183.71; and Other Costs of \$1,100 for a Total Training Cost of \$2,867.71 for the Basic Automotive Technology Certificate Program
2. Approval of an InState Tuition of \$2,430; Technology and Activity Fees of \$210; Book Costs of \$183.71; and Other Costs of \$1,675 for a Total Training Cost of \$4,498.71 for the Advanced Automotive Technology Certificate Program

C. Approval of the **Changes to the Eligible Training Programs** as submitted by **Mohave Community College (MCC)** and as recommended by the Mo-Paz WDB Executive Committee and the Occupations-in-Demand Committee (See Attached Occupations-in-Demand Committee Recommendations to be submitted to MCC):

1. Approval of an increase in Books from \$3,748 to \$5,017.80; and a decrease in Other Costs from \$20 to \$0 thereby increasing the Total Training Cost from \$9,312 to \$10,561.80 for the Accounting – AAS Degree Program (ID 5737)
2. Approval of an increase in Book Costs from \$4,515 to \$4,478.22; and a decrease in Other Costs from \$120 to \$80 thereby decreasing the Total Training Costs from \$10,707 to \$10,630.22 for the Administration of Justice – AA Degree Program (ID 6497)
3. Approval of an increase in Book Costs from \$1,353 to \$1,374.60; and a decrease in Other Costs from \$2,225 to \$2,205 thereby increasing the Total Training Costs from \$9,034 to \$9,035.60 for the Automotive Service Technology – AAS Degree Program
4. Approval of a decrease in Book Costs from \$233 to \$228.56; and a decrease in Other Costs from \$890 to \$870 thereby decreasing the Total Training Costs from \$1,827 to \$1,802.56 for the Basic EMT Program (ID 5024)
5. Approval of an increase in Book Costs from \$1,146 to \$1,274.83; and a decrease in Other Costs from \$20 to \$0 thereby increasing the Total Training Cost from \$2,750 to \$2,858.83 for the Business – Bookkeeping Certificate Program (ID 5738)
6. Approval of an increase in Book Costs from \$79 to \$86.25; and a decrease in Other Costs from \$320 to \$300 thereby decreasing the Total Training Cost from \$1,249 to \$1,236.25 for the Certified Caregiver Certificate Program
7. Approval of a decrease in the Book Costs from \$4,075 to \$2,199.66; and a decrease of Other Costs from \$120 to \$100 thereby decreasing the Total Training Cost from \$10,003 to \$8,107.66 for the Chemical Dependency Studies – AA Degree Program
8. Approval of a decrease in Book Costs from \$3,087 and \$2,952.45; and a decrease in Other Costs from \$20 to \$0 thereby decreasing the Total Training Costs from \$8,475 to \$8,320.45 for the Computer Graphics and Web Design – AAS Degree Program
9. Approval of a decrease in Book Costs from \$4,470 to \$3,453.05; and a decrease in Other Costs from \$120 to \$100 thereby decreasing the Total Training Costs from \$10,662 to \$9,625.05 for the Computer Information Systems Administration – AAS Degree Program (ID 2726)
10. Approval of a decrease in Book Costs from \$2,665 to \$2,586.70; and a decrease in Other Costs from \$3,005 to \$2,985 thereby decreasing the Total Training Costs from \$11,038 to \$10,939.70 for the Culinary and Hospitality Management – AAS Degree Program (ID 4724)
11. Approval of a decrease in Book Costs from \$3,361 to \$3,031.40; and a decrease in Other

- Costs from \$20 to \$0 thereby decreasing the Total Training Costs from \$8,749 to \$8,399.40 for the Cybersecurity and Network Support – AAS Degree Program
12. Approval of a decrease in Book Costs from \$1,174 to \$974.57; and a decrease in Other Costs from \$20 to \$0 thereby decreasing the Total Training Cost from \$2,778 to \$2,558.57 for the Cybersecurity and Network Support Certificate Program (ID 5739)
 13. Approval of an increase in Book Costs from \$403 to \$648.37; and a decrease in Other Costs from \$3,300 to \$3,280 thereby increasing the Total Training Costs from \$5,903 to \$6,128.37 for the Dental Assisting Certificate Program (ID 4730)
 14. Approval of an increase in Credit Hours from 95 to 97; an increase in InState Tuition from \$7,695 to \$7,857; a decrease in Course Fees from \$12,995 to \$11,995; an increase in Book Costs from \$3,073 to \$3,726.58; a decrease in Other Costs from \$17,995 to \$17,975; and an increase in Technology and Activity Fees from \$665 to \$679 thereby decreasing the Total Training Costs from \$29,428 to \$29,237.58 for the Dental Hygiene – AAS Degree Program (ID 4115)
 15. Approval of a decrease in Book Costs from \$5,345 to \$5,087.20; and a decrease in Other Costs from \$270 to \$240 thereby decreasing the Total Training Cost from \$11,511 to \$11,233.20 for the Education – Elementary Teacher – Emphasis in Early Childhood – AA Degree Program (ID 6527)
 16. Approval of an increase in Book Costs from \$773 to \$1,231.59; and a decrease in Other Costs from \$3,795 to \$2,750 thereby decreasing the Total Training Costs from \$6,152 to \$5,565.59 for Welding Technology – Welding Level I (Entry Level Welder) Certificate Program (ID 6894)
 17. Approval of an increase in Book Costs from \$530 to \$1,234.35; and a decrease in Other Costs from \$1,270 to \$1,225 thereby increasing the Total Training Costs from \$3,560 to \$4,219.35 for Welding Technology – Gas Metal Arc Welding Certificate Program (ID 6893)
 18. Approval of an increase in Book Costs from \$530 to \$1,190.31; and a decrease in Other Costs from \$1,245 to \$1,225 thereby increasing the Total Training Costs from \$3,535 to \$4,175.31 for Welding Technology – Gas Tungsten Arc Welding Certificate Program (ID 6892)
 19. Approval of a decrease in Book Costs from \$4,234 and \$3,871.59; and a decrease in Other Costs from \$20 to \$0 thereby decreasing the Total Training Costs from \$9,886 to \$9,503.59 for the Healthcare Information Technician – AAS Degree Program
 20. Approval of a decrease in Book Costs from \$3,842 to \$2,736.66; and a decrease in Other Costs from \$405 to \$385 thereby decreasing the Total Training Costs from \$9,967 to \$8,841.66 for the HVAC and Refrigeration Technology – AAS Degree Program (ID 5022)
 21. Approval of an increase in Book Costs from \$469 to \$731.29; and a decrease in Other Costs from \$45 to \$25 thereby increasing the Total Training Costs from \$2,398 to \$2,640.29 for the HVAC Residential Certificate Program (ID 5023)
 22. Approval of an increase in Book Costs from \$469 to \$731.29; and a decrease in Other Costs from \$45 to \$25 thereby increasing the Total Training Costs from \$2,338 to \$2,580.29 for the HVAC Refrigeration Commercial Certificate Program (ID 5352)
 23. Approval of a decrease in Book Costs from \$1,537 to \$1,378.16; and a decrease in Other Costs from \$916 to \$911 thereby decreasing the Total Training Costs from \$4,389 to \$4,225.16 for the Medical Assisting Phlebotomy Certificate Program (ID 2721)

24. Approval of a decrease in Book Costs from \$4,173 to \$4,085.09; and an increase in Other Costs from \$1,001 to \$1,026 thereby decreasing the Total Training Costs from \$10,718 to \$10,655.09 for the Medical Assisting–AAS Degree Program (ID 2740)
 25. Approval of an increase in Book Costs from \$5,111 to \$7,885.03; and a decrease in Other Costs from \$8,183 to \$8,163 thereby increasing the Total Training Costs from \$19,718 to \$22,472.03 for the Nursing– Registered Nursing – AAS Degree Program (ID 2593)
 26. Approval of a decrease in Book Costs from \$125 to \$85.91; and a decrease in Other Costs from \$603 to \$583 thereby decreasing the Total Training Costs from \$1,566 to \$1,506.91 for the Nursing Assistant Program (ID 4883)
 27. Approval of a decrease in Book Costs from \$1,996 to \$1,779.63; and a decrease in Other Costs from \$20 to \$0 thereby decreasing the Total Training Costs from \$4,656 to \$4,419.63 for the Paralegal Certificate Program (ID 5357)
 28. Approval of a decrease in Book Costs from \$445 to \$435.05; and an increase in Other Costs from \$2,160 to \$2,631 thereby increasing the Total Training Costs from \$5,421 to \$5,882.05 for the Paramedic Certificate Program (ID 2742)
 29. Approval of a decrease in Book Costs from \$3,656 to \$3,435.91; and a decrease in Other Costs from \$7,545 to \$7,525 thereby decreasing the Total Training Costs from \$17,801 to \$17,560.91 for the Physical Therapist Assistant – AAS Degree Program (ID 5356)
 30. Approval of a decrease in Book Costs from \$1,580 to \$902.06; and a decrease in Other Costs from \$5,142 to \$5,122 thereby decreasing the Total Training Costs from \$9,538 to \$8,840.06 for Practical Nursing Certificate Program (ID 6940)
 31. Approval of an increase in Book Costs from \$4,945 to \$6,452.31; and a decrease in Other Costs from \$6,961 to \$6,863 thereby increasing the Total Training Costs from \$17,450 to \$18,859.31 for the Practical Nursing – PN Step-Out Certificate Program (ID 2743)
 32. Approval of a decrease in Book Costs from \$451 to \$159.56; and a decrease in Other Costs from \$670 to \$650 thereby decreasing the Total Training Costs from \$2,617 to \$2,305.56 for the Production Technician Certificate Program
 33. Approval of an increase in Book Costs from \$3,020 to \$5,977.87; and a decrease in Other Costs from \$11,085 to \$10,963 thereby increasing the Total Training Costs from \$21,497 to \$24,332.87 for the Radiologic Technology – AAS Degree Program
 34. Approval of an increase in Credit Hours from 28 to 31; a decrease in InState Tuition from \$2,511 to \$2,268; a decrease in Book Costs from \$2,299 to \$2,276.54; a decrease of Technology and Activity Fees from \$217 to \$196; and a decrease of Other Costs from \$20 to \$0 thereby decreasing the Total Training Cost from \$5,047 to \$4,740.54 for the Retail Management Certificate Program
 35. Approval of an increase in Book Costs from \$530 to \$592.54; and a decrease in Other Costs from \$1,270 to \$1,250 thereby increasing the Total Training Costs from \$3,560 to \$3,602.54 for Welding Technology – Shielded Metal Arc Welding Certificate Program (ID 6891)
 36. Approval of an increase in Book Costs from \$773 to \$776.86; and an decrease in Other Costs from \$5,345 to \$4,300 thereby decreasing the Total Training Costs from \$7,702 to \$6,660.86 for the Welding Technology – Welding Level II (Advanced Welder) Certificate Program
- D. Acknowledgement of the PY16/FY17 Lower Level Standard Income Levels (LLSIL) for Mohave/La Paz LWDA

- E. Ratify approval of policies – Eligible Training Provider List (ETPL) Policy; Customized and Incumbent Worker Training Policy; and On-The-Job (OJT) Training Policy as approved by the Executive Committee in the May 6, 2016 Special Meeting
- F. Contract Amendment 5 to Contract number DI16-002116 Intergovernmental Agreement between the State of Arizona Department of Economic Security and Mohave County for PY16/FY17 Workforce Innovation and Opportunity Act (WIOA) Youth, Adult and Dislocated Worker/Rapid Response funds with an increase of \$1,848,229 from \$2,555,258 to \$4,403,487 for contract period July 1, 2015 through June 30, 2020

XI. Reports

- A. Chairman's Report
- B. WIOA Administrator's Report
 - 1. Red and Green Reports (Performance): Mohave/La Paz Workforce Development Area
 - 2. PY16/FY17 Funding Allocation –Adult, Youth and Dislocated Workers Programs
 - 3. Status of the Business Plan Development and Updated Deadlines
 - 4. One-Stop System Memorandum of Understanding (MOU) Development and Deadlines
- C. WIOA One-Stop Partners Report
 - 1. Jen Miles- Arizona@Work Kingman Job Center
 - 2. Lillian Miller – La Paz County Career Center
 - 3. Vicki De Los Reyes – Rescare Workforce Services/JOBS

XII. Call to the Public

XIII. Announcements

- 1. **Conflict of Interest Form** from all members must be filled out and returned to Kathy Etzel

XIV. Adjournment

THE LWIB, BY MOTION, MAY RECESS INTO EXECUTIVE SESSION TO RECEIVE LEGAL ADVICE FROM THE BOARD'S ATTORNEY(S) ON ANY ITEM CONTAINED IN THIS AGENDA PURSUANT TO A.R.S. 38-431.03 (A) (3).

Pursuant to the Americans with Disabilities Act (ADA), Mohave County endeavors to ensure the accessibility of all its programs, facilities and services to all persons with disabilities. If you need an accommodation for this meeting, please contact Susie Parel-Duranceau, Director, at 928-753-0723.